



**DEPARTMENT OF WATER RESOURCES
EXAMINATION ANNOUNCEMENT**



The Department of Water Resources offers Equal Opportunity for all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.

It is an objective of the State of California to achieve a drug-free State workplace. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service and the special trust placed in public servants.

**WATER SERVICES SUPERVISOR
DEPARTMENTAL PROMOTIONAL**

FINAL FILING DATE	December 5, 2007
	Application forms (STD 678) must be POSTMARKED no later than the final filing date. Applications postmarked, personally delivered, faxed, or received via interoffice mail after the final filing date will not be accepted for any reason . <u>Faxed or photocopied applications must be followed by an application with an original signature in order to be accepted into the exam.</u>
WHO SHOULD APPLY	Applicants must have a permanent civil service appointment with the Department of Water Resources as of the final filing date, December 5, 2007 .
HOW TO APPLY	Submit applications to: Department of Water Resources P.O. Box 942836 1416 9th Street, Room 320 Sacramento, CA 94236-0001 Applications may be delivered in person to the street address above. DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD
IDENTIFICATION REQUIRED	Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.
SPECIAL TESTING ARRANGEMENTS	If you have a disability and need special testing arrangements, mark the appropriate box in Question 2 of the "Application for Examination". You will be contacted to make specific arrangements.
SALARY RANGE	\$5450 - 6624
ELIGIBLE LIST INFORMATION	A departmental promotional eligible list will be established for the Department of Water Resources. The list will be abolished 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.
EXAMINATION DATES	The entire examination will consist of a Qualifications Appraisal Interview. It is anticipated interviews will be held during January/February 2008 .
REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION	NOTE: All applicants must meet the minimum qualifications for this examination by the final filing date, December 5, 2007 . Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as " Either " I, " or " II, " or " III, etc. For example, candidates possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement. Either I Two years of experience in the California state service performing duties engaged in water operations, water quality investigations, or data collection at a level comparable to Water Resources Engineering Associate. Or II Five years of responsible experience in water operations, at least three years of which were at a level comparable to a Water Resources Technician II. (College education in engineering or a closely related field may be substituted for two years of the required experience.)

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

**POSITION
DESCRIPTION**

Under direction, plans, organizes, and directs staff engaged in water operations activities, supervises the distribution of State Water Project water through various conveyances, monitors water quality, and performs other related work as needed.

Positions exist statewide with the Department of Water Resources.

**EXAMINATION
INFORMATION**

This examination will consist of a **Qualifications Appraisal Interview – Weighted 100.00%**. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained in the interview. **COMPETITORS WHO DO NOT APPEAR FOR THE INTERVIEW WILL BE DISQUALIFIED.**

**SCOPE OF
EXAMINATION**

Qualifications Appraisal Interview – Weighted 100.00%

In addition to evaluating the competitors' relative abilities as demonstrated by quality and breadth of experience, emphasis in the examining interview will be on measuring competitively, relative to job demands, each competitor's:

A. Knowledge of:

1. State Water Project (SWP) water delivery contracts and subsequent amendments, SWP operational orders.
2. Federal, State, and local regulations governing water delivery requirements.
3. Flood control criteria, operational loss and storage charge information, wet weather water delivery provisions, future entitlement reduction credits, regulated delivery of local water supply, reservoir and aqueduct operations, water rights decisions involving state water quality standards, major water contaminants and pollutants.
4. Water rights management including groundwater, local surface supply, recreation water, surplus water, unscheduled water, and entitlement water.
5. Characteristics of pumps, valves, check structures, aqueducts, reservoirs, spillways, water measurement, metering, control devices and pipelines.
6. Methods of sampling and treating water for meeting water quality objectives.
7. Collection of basic water flow data.
8. Climatological station service.
9. Algebra, trigonometry, surveying and land descriptions.
10. Low voltage switching orders.
11. Water operations and safety procedures.
12. Principles of effective supervision.
13. Effective public speaking.
14. A supervisor's role in the Equal Employment Opportunity program and the processes available to meet equal employment opportunity objectives.
15. Security policies.
16. SAP.

B. Ability to:

1. Determine water needs of the 30 SWP contractors and make immediate decisions involving water delivery.
2. Interpret and administer terms of complex water delivery contracts.
3. Manage emergency flood control operations.
4. Effectively work with water agency management groups.
5. Disseminate department information through media contact.
6. Direct the installation, calibration, and maintenance of water storage recorders and all types of water measuring devices.
7. Direct collection of water flow data for hydraulic computation.
8. Determine, sample and maintain appropriate water quality standards.
9. Operate manual and automated control systems.
10. Plan, organize, and direct the work of subordinates.
11. Schedule shifts to maintain continuity of operations.
12. Effectively contribute to the department's equal employment opportunity objectives.

**VETERANS
PREFERENCE**

Veterans Preference Credit is not granted in promotional examinations.

GENERAL INFORMATION

The **Department of Water Resources** reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

For any examination without a written feature it is the candidate's responsibility to contact the Recruitment and Selection Services Section of the Department of Water Resources, (916) 653 7109 three weeks after the final filing date if he/she has not received a progress notice.

Applications are available at Department of Water Resources' offices, local office of the Employment Development Department, the State Personnel Board, and the SPB web site: www.spb.ca.gov.

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination described on this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the classification.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Ordinarily, qualifications appraisal interviews are scheduled in Sacramento and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

If a candidate's notice of oral interview fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

Interview Scope: When an interview is conducted, in addition to the scope described on this bulletin, the panel will consider education, experience, personal development, personal traits, ability and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her recognition of his/her own training needs; his/her plans for self-development; and the progress he/she has made in his/her efforts toward self-development.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open eligible list. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin. In the case of continuous testing examinations, names are merged into the appropriate lists in order of final test scores (except as modified by veterans preference credits) regardless of the date of the test, and the resulting eligible lists will be used only to fill vacancies in the area shown on the bulletin.

Devices for Communications Impairment

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device. TDD: (916) 653-1804; California Relay Service: 1-800-735-2929 (TDD); 1-800-735-2922 (Voice)

For information regarding this examination, please contact Stephanie Mendiola at (916) 651-6930.